

110012Z NOV 05

TO COMMARFORLANT(uc)
COMMARFORPAC(uc)
COMMARFOREUR G3(uc)
COMMARFORRES(uc)
COMMARFORNORTH(uc)
CG TECOM G3(uc)
CMC WASHINGTON DC MRA MP MPP-60(uc)
COMMARCORBASESLANT(uc)
COMMARCORBASESPAC(uc)
CG MARCORSYSCOM HQ(uc)
CG MARCORLOGCOM ALBANY GA(uc)
CG MARCORLOGCOM ALBANY GA(uc)
MCNOSC QUANTICO VA(uc)
NAVSURFWARCENDIV DAHLGREN VA(uc)
CG MCNCRC(uc)
MARFORSOUTH(mc)
CC CMC WASHINGTON DC PPO(uc)
CMC WASHINGTON DC PPO PS(uc)

MSGID/GENADMIN/CMC WASHINGTON DC HS//
SUBJ/ELECTRONIC DEPLOYMENT HEALTH ASSESSMENT//
REF/A/CJCS MEMO/01FEB02/-//
REF/B/USDPR MEMO/22APR03/-//
REF/C/CMC WASHINGTON DC HS/011750ZMAY03/-//
REF/D/ASDHA MEMO/06NOV03/-//
REF/E/ASDHA MEMO/09JAN04/-//
REF/F/ASDHA MEMO/03FEB04/-//
REF/G/CMC WASHINGTON DC HS/031331ZNOV04/-//
NARR/REF A IS JOINT STAFF MEMO ON PROCEDURES FOR DEPLOYMENT HEALTH
SURVEILLANCE AND READINESS. REF B IS USDPR MEMO ON ENHANCED POST-DEPLOYMENT
HEALTH ASSESSMENTS. REF C IS CMC MEDICAL GUIDANCE FOR POST-DEPLOYMENT HEALTH
ASSESSMENT. REF D IS ASDHA POLICY MEMO FOR MEDICAL SURVEILLANCE INFORMATION
MANAGEMENT STRATEGY. REF E IS ASDHA POLICY MEMO FOR DEPLOYMENT HEALTH
ASSESSMENT QUALITY ASSURANCE (DHQA) PROGRAM. REF F IS ASDHA MEMO DEFINING
REPORTING ELEMENTS AND FREQUENCY FOR DHQA PROGRAM. REF G IS CMC DEPLOYMENT
HEALTH ASSESSMENT QUALITY ASSURANCE PROGRAM GUIDANCE.//
POC/MCMILLAN /CDR/HEALTH SERVICES/-/TEL:703-614-4478/EMAIL:
MCMILLANDL@HQMC.USMC.MIL/-//
GENTEXT/REMARKS/1. THIS MESSAGE ESTABLISHES THE REQUIREMENT TO
ELECTRONICALLY CONDUCT AND REPORT DEPLOYMENT HEALTH ASSESSMENTS USING AN
ELECTRONIC DEPLOYMENT HEALTH ASSESSMENT (EDHA) APPLICATION DEVELOPED BY NAVY
ENVIRONMENTAL HEALTH CENTER (NEHC). THIS EDHA WILL ELIMINATE CURRENT HARD
COPY REPORTING AND MEET REQUIREMENTS LISTED IN REFS A THROUGH G.
2. THE NEHC EDHA IS A MICROSOFT ACCESS DATABASE AND IS NOT A NEW SOFTWARE
PROGRAM INSTALLATION. MICROSOFT ACCESS IS CURRENTLY ON THE PREFERRED
PROVIDER LIST (PPL) SO NON-STANDARD INSTALL REQUEST IS NOT NEEDED. THE EDHA
APPLICATION UTILIZES AN OUTBOUND CONNECTION ON A STANDARD AUTHORIZED PORT
(443) TO AN AUTHORIZED DESTINATION. PER THE MARINE CORPS NETWORK OPERATIONS
AND SECURITY COMMAND (MCNOSC), OUTBOUND 443 (SSL) IS AUTHORIZED FOR USE BY
EDHA.
3. ACTIVITIES OR UNITS CAN REQUEST A COPY OF THE EDHA TEMPLATE VIA CD, OR
DOWNLOAD IT DIRECTLY FROM NEHC AT HTTP://WWW-
NEHC.MED.NAVY.MIL/POSTDEP/TOOLS.HTM. BOTH THE CD AND WEBSITE CONTAIN AN
ADMINISTRATORS AND USERS GUIDE AS PDF FILES IN THE ZIP FILE.

4. A WINDOWS NT, 2000 OR XP WORKSTATION OPERATING SYSTEM IS REQUIRED TO USE THE EDHA. NETWORK SERVERS MUST RUN WINDOWS NT/2000. NETWORKS MUST USE MICROSOFT OFFICE 2000, XP OR 2003 SUITE. PRIOR TO INSTALLING EDHA FILES, THE INFORMATION TECHNOLOGY (IT) ADMINISTRATOR SHOULD LOG ONTO THE MICROSOFT SYSTEM VERIFICATION WEBPAGE AT

[HTTP://WWW.MICROSOFT.COM/WINDOWS/DOWNLOADS/DEFAULT.MSPX](http://www.microsoft.com/windows/downloads/default.msp) TO ENSURE ALL SECURITY PATCHES ARE UP TO DATE.

5. INSTALLATION INSTRUCTIONS. TO INSTALL, DOWNLOAD FILE FROM ABOVE WEBSITE OR COPY FROM CD TO DESKTOP AND FOLLOW THESE STEPS.

A. ON THE DESKTOP, DOUBLE CLICK THE "NEHC PPDHA" ICON.

B. WHEN WINZIP DIALOG BOX OPENS, CLICK THE "EXTRACT" ICON; IN THE "FOLDERS/DRIVES" MENU, SELECT THE "C" DRIVE AND ADD NAME "PDHA" TO THE EXTRACT-TO FOLDER NAME SO THAT EXTRACT-TO FILE LOCATIONS READS "C:/PDHA". CLICK EXTRACT.

C. RETURN TO THE DESKTOP AND OPEN THE "C" DRIVE DIRECTORY TO CONFIRM PRESENCE OF FOLDER NAMED "PDHA".

D. OPEN THE "PDHA" FOLDER. RIGHT CLICK THE "NAVY HAS PROGRAM;" SCROLL DOWN TO PROPERTIES, CLICK THE READ-ONLY BOX, AND CLICK APPLY. RIGHT CLICK ON THE FILE "NAVY HAS DATABASE" ICON; SCROLL DOWN TO PROPERTIES, CLICK THE HIDDEN BOX, AND CLICK APPLY. DOUBLE CLICK THE "NAVY HAS PROGRAM" ICON. IF THE PROGRAM DOES NOT RUN, HAVE THE IT ADMINISTRATOR INSTALL THE (DOT).OCS AND (DOT).DLL FILES CONTAINED IN THE PDHA FOLDER.

6. ALL REGULAR AND RESERVE MARINE ACTIVITIES THAT SUBMIT DEPLOYMENT HEALTH ASSESSMENTS WILL:

A. SET UP THE EDHA NLT 60 DAYS FOLLOWING RELEASE OF THIS MESSAGE IAW EDHA ADMINISTRATOR'S GUIDE. ALL PREVIOUS BETA TEST VERSIONS OF THE EDHA MUST BE REMOVED PRIOR TO INSTALLING THE NEW EDHA.

B. COMPLETE DEPLOYMENT HEALTH ASSESSMENTS IAW EDHA GUIDES PROVIDED.

C. TRANSMIT COMPLETED HEALTH ASSESSMENTS TO NEHC VIA SECURE WEBSITE ON NAVY MEDICINE ONLINE (NMO) [HTTP://NAVYMEDICINE.MED.NAVY.MIL](http://NAVYMEDICINE.MED.NAVY.MIL), OR FIXED MEDIA AS NECESSARY, WITHIN SEVEN DAYS OF THE FORM COMPLETION. THE ADMINISTRATOR'S GUIDE OUTLINES TRANSMISSION METHODS AND PROCEDURES IN FULL DETAIL.

D. PRINT A COPY OF THE FORM USING THE SOFTWARE'S PRINT FUNCTION AND PLACE THE PRINTED FORM DD 2795 OR DD 2796 IN THE SERVICE MEMBER'S MEDICAL RECORD.

E. ADHERE TO QUALITY ASSURANCE REQUIREMENTS LISTED IN REF F. MEDICAL PROGRAM MANAGERS CAN OBTAIN A ROSTER OF COMPLETED FORMS USING A PRINT OR EXCEL FILE REPORTS-FEATURE AVAILABLE IN THE DATABASE ADMINISTRATOR'S WINDOW.

7. NEHC WILL:

A. PROVIDE COMMANDS A CONFIRMATION RECEIPT OF EDHA INFORMATION INCLUDING NUMBER OF COMPLETED FORMS.

B. FORWARD DATA TO FINAL REPOSITORY AT ARMY MEDICAL SURVEILLANCE ACTIVITY (AMSA), WASHINGTON, DC.

C. PROVIDE COMMAND AND HEADQUARTERS LEVEL REPORTS UPON REQUEST.

8. THIS EDHA SHALL BE USED UNTIL ELECTRONIC REPORTING METHODS BEING DEVELOPED FOR THEATER MEDICAL INFORMATION PROGRAM (TMIP) AND COMPOSITE HEALTH CARE SYSTEM TWO(CHCS II) ARE AVAILABLE. THOSE PERSONNEL WHO RECEIVE PRE-OR POST-DEPLOYMENT HEALTH ASSESSMENTS THROUGH ARMY OR AIR FORCE MEDICAL DEPARTMENTS MAY CONTINUE TO USE THOSE RESPECTIVE SERVICE'S REPORTING METHOD.

9. NEHC IS POC FOR SET UP QUESTIONS, PRODUCT SUPPORT, AND FINAL DISPOSITION OF EDHA REPORTING. DIRECT ANY QUESTIONS/COMMENTS TO MR. AL-KOSHNAW (757)-953-0938/DSN

377-0938/EMAIL:ALKOSHNAWA@NEHC.MED.NAVY.MIL/

10. COMMANDERS ARE TO ENSURE COMPLIANCE WITH THE REFERENCES AND THIS MESSAGE.//